

Abington Public Library
Board of Library Trustees

Meeting Minutes

November 29, 2021

Called to Order 7:01pm

Attendees: Henry DiCarlo, Chair

Betty Henderson, Vice Chair

Carrie Murray (Acting Recording Secretary)

Gail Bergin

Mary Gillis

Gerry Haas

Barbara McLaughlin

Deborah Grimmett, Library Director

Absent: Laura Nuttall

Jake O'Neill

Minutes of the meeting held on October 18, 2021 were reviewed by the Board.

MOTION to approve the October 18, 2021 minutes was made by Gerry, seconded by Barbara and accepted unanimously.

Chairman's Report

-Happy Holidays to all!

-Henry attended the Town HR Meeting, where they reviewed Ethics and Discrimination Law among other things.

Library Director's Report

-Financial and Statistical Reports- All the budget lines are looking good, and we are on target of where we should be. The stats for October were a little lower, but that could be due to the recent storm. Deb will check OCLN's hold algorithm to see if the numbers are accurate. Deb is in a working group with local library directors to discuss how to get people back into libraries.

-Friends Update- The Book and Bake Sale at the Library was a HUGE success. It was held in the main library and the bake sale was also very successful. They are talking about doing a spring book and bake sale. Planning is underway.

-OCLN Update- All is good. There is a hybrid Member's Council in December. Lots of Library Directors are retiring or changing.

Building Issues

-Roof Planning- We received the report from the Engineering Company. They want to replace the ceiling tiles that recently got wet. The company is planning a site visit soon. Some tiles have shifted, they will need to be fixed or replaced.

-Roof Issues- Moberg patched the roof over the Children's Room.

-Future Building Needs- Deb will submit to Town Manager and Town Treasurer information regarding the library's anticipated building needs for the next 5 years.

- Boiler – life of the boiler (current one is 25 years old)
- Bricks need to be repointed outside (this could possibly be done when the Senior Center does theirs)
- Windows – replace damaged windows

-Other- Andy the electrician will replace the switches on the panel at the circulation desk. He will also add USB and electrical port outlet on all tables (remove the floor power strips).

Current Library Issues

-Library Programs- The Drop-In Story Hour has been very successful. We may offer Drop in for all Winter Storytimes. Ted Reinstein was at the Library on November 9, 2021. 18 people attended.

-Fall Story Walk-has been taken down for the winter. We will plan it again for the spring.

-FY23 Budget-The FY23 Budget has been submitted to the Financial Team. It includes salary for a part time Children's Librarian. Deb has been asked to submit staffing needs for the next 5 years and project out increasing hours for staff.

MOTION to approve the FY23 Budget was made by Mary, seconded by Barbara and accepted unanimously.

-OCLN Patron Blocks- A patron is blocked if they owe more than \$15 and notified by email. Patrons that owe over \$50 will receive an email and a phone call. The staff is currently following up with the currently blocked patrons.

Old Business

-Hotspots- 4 of the 5 hotspots are ready and should be in circulation in a couple of weeks.

-Yearbook Digitization- This is completed and was done ahead of schedule.

-Logo Status- Deb and Sandy have talked with Keith Conforti who designed the logo for the new Weymouth Library. They have received a proposal. They hope to have a concept idea in the next few weeks.

-Veteran's Lunch- Lynn and Deb attended the lunch as vendors at the Senior Center. Very successful. Library cards applications were completed. In the future, they will bring more branded items and candy as handouts.

New Business

-Action Plan Update for FY23- Reviewed and edited. **MOTION to approve the Action Plan for FY23 was made by Gerry, seconded by Mary and accepted unanimously.**

-Kanopy Streaming Video Service- New offering for Patrons. Streaming movies. Kanopy Kids – programs for kids – 30 days to borrow. Great Courses. Art, Foreign Films, Hollywood movies. A variety of offerings.

-Strategic Plan for FY24-FY29 Planning- Looking to ask a cross-section of people to serve on the planning committee. This Strategic Plan keeps the library eligible for funding. Deb will look into hiring a consultant that can run the meetings.

-Other- Deb called George Prada regarding furniture. He can fix the 2 benches that sit near the puzzle table in the Children's Room. He will also fix the wooden chair and refinish it. Gerry shared that Jack Clawson, a patron and friend of the library, recently passed away.

Next Meeting:

January 10, 2022 at 7:00pm and February 28, 2022 at 7:00pm

Motion to adjourn at 8:44 pm was made by Gerry, seconded by Carrie and accepted unanimously.